

DEPARTMENT OF PUBLIC WORKS
AND ENVIRONMENTAL SERVICES
BUILDING DESIGN AND CONSTRUCTION DIVISION
12000 Government Center Parkway, Suite 449
Fairfax, Virginia 22035
Telephone: (703) 324-5800 FAX: (703) 324-4365

COUNTY OF FAIRFAX
VIRGINIA

ADVERTISEMENT FOR BID

**McLEAN POLICE STATION AND GOVERNMENTAL CENTER
RENOVATION/EXPANSION**

**CONTRACT NO. CN11312214
PROJECT NO. 300-C30070 PS-000005-001**

Sealed bids are hereby solicited for construction of the McLean Police Station and Governmental Center Renovation/Expansion project. **Only firms that have been pre-qualified will be eligible to submit bids for this project.** Bids received from those that have not been pre-qualified will not be considered.

The McLean Police Station and Governmental Center Renovation/Expansion project consists of the complete renovation of the existing 21,600 square foot facility and construction of a new 17,600 square foot addition. The facility currently houses the Fairfax County Police Department, the Dranesville District Supervisor's Office, and the Greater McLean Chamber of Commerce and Visitor Center. The District Supervisor's Office and the Chamber of Commerce will be relocated to another facility while construction is underway. The relocation of the District Supervisor and the Chamber of Commerce will be done by another entity and will not be a part of this project. The facility will remain a fully functioning Fairfax County Police Station for the duration of the project.

The existing facility consists of a single story masonry bearing wall structure supporting steel roof members and steel decking and the addition will be of similar type construction. The roofing system will be a new single ply membrane on tapered insulation. New HVAC, electrical, plumbing, life safety and security systems will be installed as a part of this project. Temporary trailers and utilities will be provided for the Neighborhood Patrol Unit by the Contractor.

The 6.37 acre site will undergo a complete renovation. Much of the existing asphalt and concrete parking areas and sidewalks will be demolished and replaced to accommodate the increased capacity of the facility. The existing fueling station will be relocated on the site. New electrical and domestic water services are a part of this contract. New storm sewer structures and concrete pipe, including an underground retention structure will be installed.

The construction shall be accomplished in five phases while the existing building is occupied and the operation of all systems is maintained for their complete function. The McLean Police Station and Governmental Center Renovation/Expansion is a LEED Certified Silver Project.

This is a lump sum Contract. Contract length is 747 calendar days.

Bids will be received in the office of the Director, Building Design and Construction Division, Department of Public Works and Environmental Services, 12000 Government Center Parkway, Suite 449, Fairfax, Virginia until **2:00 p.m.**, prevailing local time, **Thursday, April 12, 2012**. Bids received after that time will not be accepted. Bids will be opened publicly and read aloud **at 2:05 p.m., Thursday, April 12, 2012** in the Fourth Floor Conference Room, Suite 449, 12000 Government Center Parkway, Fairfax, Virginia 22035-0052.

All bidders shall comply with Article A-21, Fairfax County Construction Safety Resolution. Bidder's request for determination of eligibility to bid must be received by the County no later than fourteen (14) days before bids are due in accordance to Article A-18.E of Section A, Information for Bidders.

A mandatory Pre-Bid Conference will be held on Wednesday, March 28, 2012, at 11:00 a.m. in the conference room of the McLean Police Station and Governmental Center, 1437 Balls Hill Road, McLean, Virginia 22101. **Failure to attend the Pre-bid Conference will result in rejection of the bid.**

Bidding Documents in the form of electronic files in "pdf" format on CDs may be obtained commencing Friday, March 16, 2012, from the Building Design and Construction Division, Department of Public Works and Environmental Services, County of Fairfax Government Center, 12000 Government Center Parkway, Suite 449, Fairfax, Virginia 22035-0052.

Only pre-qualified General Contractors shall be given Bidding Documents via CDs. Subcontractors/suppliers may obtain Bidding Documents from pre-qualified firms, and/or Bidding Documents will be available for review at the office of Fairfax County's Building Design and Construction Division, Department of Public Works and Environmental Services, County of Fairfax Government Center, 12000 Government Center Parkway, Suite 449, Fairfax, Virginia 22035-0052.

The drawings and specifications in this solicitation contain critical security information that are exempt from disclosure in accordance to the Code of Virginia Section 2.2-3705.2 (2011), and as amended, because the disclosure of these documents may jeopardize the safety or security of its occupants or of the structure itself. The documents provided under this solicitation are intended for use by authorized users only. In support of this constraint on document distribution and use, Fairfax County requires bidders/contractors to exercise reasonable care when handling the drawings and specifications. See Attachment AFB-1 for the Document Security Notice to Prospective Bidders/Contractors. **Failure to comply with these disclosure provisions may adversely affect the Contractor's eligibility to bid this project and/or may adversely affect their status for pre-qualification on future projects.**

All questions concerning the project shall be submitted to the Director, Building Design and Construction Division, Department of Public Works and Environmental Services, 12000 Government Center Parkway, Suite 449, Fairfax, VA 22035-0052, Fax Number (703) 324-4365, and to be given consideration must be received at least seven (7) days prior to the date fixed for the opening of the bids. This office is the only point where information will be disseminated. Bid Security must accompany each proposal in accordance with Information for Bidders.

No bid may be withdrawn for a period of sixty (60) days after the opening thereof.

The procedure specified under Section 2.2-4330(A) (i), VA Code Ann. shall apply: “. . . the bidder shall give notice in writing of his claim of right to withdraw his bid within two (2) business days after the conclusion of the bid opening procedure; . . .”

The Board of Supervisors of Fairfax County, Virginia reserves the right to reject any and all bids, waive informalities and irregularities in bidding and to accept bids which are considered to be in the best interest of the County.

COUNTY OF FAIRFAX, VIRGINIA

By: _____
Carey Needham, Director
Building Design and Construction Division

Dated: _____

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RENOVATION/EXPANSION**

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DOCUMENT SECURITY
NOTICE TO PROSPECTIVE BIDDERS/CONTRACTORS

The drawings and specifications in this solicitation (Documents) contain critical security information that is exempt from disclosure in accordance with Virginia Code Section 2.2-3705.2 (2011), and as amended, because any such disclosure may jeopardize the safety or security of its occupants or of the structure itself. The Documents provided under this solicitation are intended to be used by Authorized Users Only. Authorized User shall mean any Pre-qualified Bidder, the Bidder to whom the Contract is awarded (hereinafter "Contractor"), and the Contractor's approved sub-contractors, suppliers, agents, and employees as further set forth herein. In support of this constraint on Document distribution and use, Fairfax County requires bidders/contractors to exercise reasonable care when handling these Documents.

A. Reasonable care is defined as follows:

- 1) Limiting dissemination to authorized users. Dissemination of Documents shall only be made upon determination that the recipient is authorized to receive it. The criterion to determine authorization is need-to-know. Those with a need-to-know are those who are specifically granted access for the conduct of business on behalf of or with Fairfax County. This includes all persons or firms necessary to do work at the request of Fairfax County, such as architects and engineers, consultants, contractors, sub-contractors, suppliers, and others that the contractor deems necessary in order to submit an offer/bid or to complete the work or contract, as well as maintenance and repair contractors and equipment service contractors.
 - (a) Documents **shall not** be posted for review or downloaded in an uncontrolled manner. Only authorized users shall have access to electronic Documents. It is the responsibility of the person or firm disseminating the Documents to assure that the recipient is an authorized user and to keep records of recipients.
 - (b) Authorized non-Fairfax County Government users shall provide valid identification to receive the Documents. The identification shall be presented and verified for each dissemination. Valid identification shall be all items (1) and (2) below. It is the responsibility of the person or firm disseminating the information to assure that the recipient is an authorized user and to keep records of recipients.

- (i) A copy of a valid business license or other documentation granted by the state or local jurisdiction to conduct business. The license at a minimum shall provide the name, address, phone number of the company, state of incorporation, and the name of the individual legally authorized to act for the company. The business must be of the type required to do the work. A Class A general contractor's license may be substituted for the business license. In the rare cases where a business license is not available from the jurisdiction, the information shall be provided and testified to by the submitter; and
 - (ii) A Valid IRS Tax ID Number of the company requesting the information.
- 2) Retaining and destroying Documents. The efforts required above shall continue throughout the entire term of the contract and for whatever specific time thereafter as may be necessary. Necessary record copies for legal purposes (such as those retained by the architect, engineer, or contractor) must be safeguarded against unauthorized use for the term of retention. Documents no longer needed shall be destroyed such as after contract award, after completion of any appeals process or completion of the work. Destruction shall be done by burning or shredding hardcopy, and/or physically destroying CD's, deleting and removing files from the electronic recycling bins, and removing material from computer hard drives using a data destructive technique.

B. Term of Effectiveness.

The efforts required above shall continue throughout the entire term of the Contract and for what specific time thereafter as may be necessary, as determined by Fairfax County. Necessary record copies for legal purposed (such as those retained by the architect, engineer, or contractor) must be safeguarded against unauthorized use for the term of retention.

C. Written Agreement of Disposal.

For all contracts using Documents, (the contractor shall provide a written statement that he and his subcontractors have properly disposed of the Documents), with the exception of the contractor's record copy, at the time of Release of Claims to obtain final payment. Documents no longer needed shall be destroyed (such as after contract award, after completion of any appeals process or completion of the work). Destruction shall be done by burning or shredding hardcopy, and/or physically destroying CDs, deleting and removing files from the electronic recycling bins, and removing material from computer hard drives using a permanent erase utility or similar software.

D. Failure to comply with these provisions regarding the dissemination of documents may, in the sole discretion of the Purchasing Agent, adversely impact a bidder or contractor's eligibility to participate in this bid and/or future bids.

E. Acknowledgement

The recipient acknowledges the requirement to use reasonable care, as outlined above, to safeguard the Documents and, if not awarded the contract (and at the completion of any protest/appeal process) will make every reasonable and prudent effort to destroy or render useless all Documents received during the so limitation. A Corporate Officer shall sign and have notarized the statement below acknowledging these requirements for Documents prior to receipt of bidding documents. It is not necessary for the Corporate Officer to be the person physically acquiring the CD, a representative from his or her firm may receive the CD contingent upon the provision of the signed and notarized document below. See the **CONTRACTORS' DOCUMENT SECURITY ACKNOWLEDGEMENT NOTICE TO PROSPECTIVE BIDDERS/CONTRACTORS** on the next sheet to be completed by a Company Officer and notarized. This sheet must be completed by a Company Officer, notarized, and submitted to County staff BEFORE Bid Documents will be released to the Pre-qualified Bidders. No Documents will be provided without the Security Statement Acknowledgement.

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CONTRACTORS' DOCUMENT SECURITY ACKNOWLEDGEMENT
NOTICE TO PROSPECTIVE BIDDERS/CONTRACTORS

I agree that I will abide by the agreement and will only disseminate the Documents to other authorized users under the conditions set forth above.

As noted above, failure to comply with the provisions contained herein, as determined by the County's Purchasing Agent, may adversely affect the Contractor's eligibility to bid this project and/or may adversely affect their status for pre-qualification on future projects.

Contractor: _____

(Signature of Corporate Officer): _____

Title: _____

Date: _____

Notarized:

State of _____

County of, to-wit: _____

The foregoing instrument was acknowledged before me on this _____ day
_____ of, 2012, by _____
(Name and title of Agent or Officer)

on behalf of _____
(Name of Corporation/Partnership)

Notary Public (SEAL)

My Commission Expires: _____